

STATE HISTORICAL RECORDS ADVISORY BOARD

Minutes

The State Historical Records Advisory Board (SHRAB) met on November 28, 2001 at 2 p.m. in the Activity Room at the Kentucky Department for Libraries and Archives (KDLA). Present were: Richard Belding, Coordinator; Barbara Teague, Deputy Coordinator; Rebecca Ryder, University of Kentucky; James Greene, Harlan Independent Schools; Mary Margaret Bell, University of Louisville; Matthew Schoenbachler, Kentucky Wesleyan College; Sue Lynn Stone, Western Kentucky University; and B.J. Webster, Local Records Branch Secretary.

Mr. Belding welcomed Board members and acknowledged new members. Handouts explaining the role of the State Historical Records Advisory Board (SHRAB) and its connection with the National Historical Publications and Records Commission (NHPRC) were reviewed. Today's meeting would focus on the proposal "*Herald-Leader* Photographic Collection Access" submitted by the University of Kentucky (UK).

The Board discussed an action that was taken at the last Board meeting to look at a revised mechanism for the procedure of reviewing grants. The Board formally wanted to institute a review structure that would anticipate the due date of grants at NHPRC by several months. This would allow the Board to have an impact on the draft document before it is actually submitted to the NHPRC in a final form. In this way, the Board would be able to make suggestions on how the grant could be strengthened and to consult with the applicant up front. Also at the last meeting, the Board suggested constituting a subset of the Board, or a small group, to talk with and work with potential applicants and help them refine their application. A motion was made to make this a formal grant procedure and seconded. Motion carried.

Even though the mechanism was not in place, UK had called staff at the department and asked for early readings and recommendations on ways that the proposal could be approved. Staff gave them some pointers so that the proposal was typically covered in what was on the evaluation checklist.

Ms. Teague talked about two additional grant proposals which were received at the NHPRC office. The grants did not come to this office at all, and since this mechanism was not in effect, all NHPRC could do was deal with the proposal and assume that our office had a copy of the grant proposal. Not having a formal grant procedure works against smaller places not knowing that they need to call our office. Mr. Belding stated that there is a page on SHRAB on the departmental web site and this kind of information could be added.

A grant proposal went directly from the County Clerk of Jefferson County asking for \$20,000 from NHPRC to film some of their earlier mortgage books. They in turn would provide a match of \$20,000 of their own. Basically, they wanted to film 650 mortgage books that were currently in the basement of the Jefferson County courthouse. These are books that date from the 50s and 60s that were put in the basement of the courthouse. The storage area was damp subject to water and drainpipe leaks. Mr. Belding had spoken with Jim Cundy, regional administrator with the Local Records Program, and he had indicated that the county had a dehumidifier and fans working there and although there is some mildew present, Mr. Cundy did not think it was a critical situation at this time. Jefferson County currently has two grants in place with the Local Records Program to film the first two hundred books. Once these grants are completed, then they could apply again for additional state grant funds. Secondly, this proposal is not competitive in a positional level at all. On these grounds, Mr. Belding would advise NHPRC that this was discussed at the Board level, but would advise NHPRC that the applicant had better options in-state and that Commission funds would be better served by not pursuing this grant. The expectation of the Jefferson County Clerk's Office was that once these mortgage books were filmed, that they would be sent to off-site storage where there would be climate control conditions. Further discussion was held on access to the microfilm of these records to researchers. A motion was made to contact the applicant to submit their grant

application to the state-level funded program and house their records in a better environment. Motion was seconded. Motion was carried.

The second proposal submitted to NHPRC was from an individual from the state of Kentucky. Discussion was held on the type of grant this could be considered. Mr. Belding expressed concern about what relationship this proposal had with Kentucky State University's Center of Excellence for the Study of Kentucky's African-American Assessment (CESKAA). Concern was also expressed about the budget page, which did not indicate any cost sharing or funds for personnel. The Board felt there was not sufficient information provided to review this grant. The SHRAB will contact this applicant to inform him that his proposal will not be reviewed at this time, and to offer assistance for future proposals.

Meeting dates were discussed. The Board will meet quarterly. Mr. Belding asked the Board to submit possible dates for meeting during the year 2002. After that information was gathered, definite dates would then be set. Mr. Belding also asked Board members to indicate whether they might be interested in serving on a subset committee of the Board.

The UK proposal was then reviewed. Mr. Belding stated that the proposal met NHPRC standards. Discussion was held on the ownership of the records. The Herald Leader has the rights and transferred the intellectual and property rights. The Board agreed that UK should first be contacted to clarify issues, then to forward the grant proposal to NHPRC with the Board's recommendation to fund this grant.

There being no further business to discuss, the meeting adjourned.